

SAM Registration Issues

The Employment and Training Administration (ETA) has received several communications regarding reported difficulties with TAACCCT applicant registration in the System for Award Management (SAM). SAM is operated by the General Services Administration, and is used by ETA and other Federal agencies. In accordance with the TAACCCT SGA, “failure to register with SAM and maintain an active account, as identified in Section IV.B.1” is a deficiency listed that will deem an application non-responsive and cause it to not be reviewed. Section IV.B.1 of the SGA states, “all applicants, including consortium members, must register with the System for Award Management (SAM) before submitting an application. A grantee must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration.” Applicants are also encouraged in the SGA to initiate the completion of SGA requirements well in advance of applicable deadlines, so as to have ample time to complete the requirements. Grants.gov will not accept an electronic application submission without the active SAM registration information for the individual applicant or for the Lead Institution in the case of a consortium application.

The communications regarding several TAACCCT applicants have indicated that the applicants have experienced delays in completing registration. ETA has followed up regarding these communications with SAM staff, who have indicated that there may have been some delays in the processing of registrations in the recent past, which could impact the electronic submission of the application.

The TAACCCT SGA states that applications can be timely submitted electronically “or in hard copy by mail or . . . hand delivery.” (SGA, Section IV.C). The SGA further invites applicants to contact the identified Grants Management Specialist with any technical questions. (SGA, Section VII). As per ETA practice, applicants may submit relevant documentation regarding technical issues they encounter in the application process. Thus, applicants may submit information with their application documenting difficulties in registering or renewing their SAM account. This information will be taken into consideration in determining the applicant’s responsiveness to the SGA. However, in the absence of a well-documented SAM operating issue or another extenuating circumstance of similar significance completely beyond the control of the applicant, ETA cannot relax SGA requirements.